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ABSTRACT

This document lists the publications produced by the Higher Education Funding Council for England (HEFCE) in the 2001 calendar year. It was prepared primarily for heads of HEFCE-funded higher education institutions and further education colleges and heads of universities in Northern Ireland with those responsible for administration and libraries in mind. The listing for each publication contains the title, reference number, price if applicable (publications are free unless specified), date of publication, and a brief annotation about the contents or purpose of the document. The bibliography lists references for: 73 HEFCE documents, 4 Research Assessment Exercise documents, 3 "Other" publications, 19 circular letters to HEFCE institutions, and 11 publications only available electronically. A publication order form is appended. (SLD)

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ED 460 665

January 02/01

Guide

HEFCE publications in 2001

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HEFCE publications in 2001

To	Heads of HEFCE-funded higher education institutions Heads of HEFCE-funded further education colleges Heads of universities in Northern Ireland
Of interest to those responsible for	Administration, Libraries
Reference	02/**01**
Publication date	January 2002
Enquiries to	David Oteng tel 0117 931 7035 e-mail publications@hefce.ac.uk Helen Buttery tel 0117 931 7125 e-mail h.buttery@hefce.ac.uk

Purpose

1. This document lists the publications produced by the HEFCE in the 2001 calendar year.

Electronic access to documents

2. HEFCE documents can be accessed electronically on the internet at www.hefce.ac.uk under 'Publications'. Some publications are not printed and are only available from our web-site. These are identified in the list below.

3. Publications on the Research Assessment Exercise (RAE) are available on the internet at www.rae.ac.uk

4. Documents published by the funding bodies' Joint Costing and Pricing Steering Group (JCPSG) are available electronically at www.jcpsg.ac.uk

Electronic mailing list: admin-hefce

5. We use an electronic mailing list (admin-hefce) to communicate with universities and colleges, and others with an interest in higher education. Admin-hefce is used for sending messages from the Council, and updates about publications available on the web-site. It does not operate as a discussion list.

6. To join admin-hefce, send an e-mail message to jiscmail@jiscmail.ac.uk. Do not put anything in the subject field, and in the body of the message just put the words: 'join admin-hefce [your first name and your last name]' (for example, join admin-hefce Jane Brown). Or join the list on the web at www.jiscmail.ac.uk.

Council Briefing

7. We produce a newsletter, Council Briefing, six times a year. This gives a digest of our activities and initiatives, and lists published and forthcoming documents. Copies of the newsletter are sent to all the institutions we fund. Readers can also subscribe individually, free of charge. Simply contact the HEFCE at the address below.

Obtaining printed copies of publications

8. Printed copies of publications are available from:

David Oteng
HEFCE Publications
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Bristol BS16 1QD
tel 0117 931 7035
fax 0117 931 7463
e-mail publications@hefce.ac.uk

9. Documents are free unless otherwise stated. Orders for priced publications must be accompanied by payment (cheque or credit card) if the total value is less than £50. We can invoice you for orders of over £50. All publication orders are sent by second class post or Parcel Force, at no extra charge. If you require publications urgently, please contact us for details of charges. An order form is attached on page 17.

10. We also offer a subscription service. For an annual subscription of £250 (or £500 for non-EU countries), we will send you copies of all HEFCE publications, as soon as they appear. Further details are available from David Oteng at the HEFCE on 0117 931 7035.

HEFCE publications in 2001

All publications are free unless specified.

Title	Ref/Price	Date	Summary
HEFCE publications in 2000	01/01	January	Lists all publications produced by the HEFCE in the 2000 calendar year.
A study into the use of UCAS data in returns to HESA	01/02 (web only)	January	A study of data provided by the Universities and Colleges Admissions Service (UCAS) to the Higher Education Statistics Agency (HESA), showing that better quality information about students could be produced at reduced cost and without increasing the burden on institutions.
Contacts in higher education	01/03	January	Gives contact details for all higher education institutions funded by the HEFCE, and lists all directly funded further education colleges.
Higher education summer schools: evaluation of the scheme in 2000	01/04	February	An evaluation of the Summer Schools held at 54 HEIs in 2000, funded by the DfEE. The scheme was aimed at Year 11 and 12 students in Excellence in Cities areas. It was designed to encourage such students to achieve their full potential, and to widen the participation in HE of under-represented social groups.
Transfers between the higher and further education sectors	01/05 (web only)	February	Explains the approach that the HEFCE and the Further Education Funding Council will take in advising the Secretary of State on requests from institutions to transfer between the two sectors. Also explains the criteria applied to requests from private institutions to join the publicly funded sector.
Business Fellowships: proposals	01/06	February	Outlines proposals to award up to 20 Business Fellowships, in response to nominations from HEIs in England and Northern Ireland. Funds of up to £25,000 a year for four years will be available for each Fellowship.
Supporting higher education in further education colleges	01/07 (web only)	February	A report to the HEFCE by the Further Education Development Agency, reviewing strategy statements by further education colleges on their higher education provision. It identifies support needs in colleges, to inform future funding decisions.

Title	Ref/Price	Date	Summary
2001 Mid-year financial return	01/08	February	Asks institutions to update their forecasts for the financial year 2000-01, originally submitted to the Council in July 2000. The information helps the HEFCE to monitor the financial health of the institutions it funds.
HESA 1999-2000 derived statistics for funding allocations and monitoring	01/09	February	Explains how the HEFCE uses data from the Higher Education Statistics Agency to monitor returns made to the Council, inform funding for 2001-02, and produce some regional analysis.
Estates management statistics project: annual report 2000	01/10	February	Details the progress made in developing the estates management statistics project and gives feedback on the results from the first year of data collection from the whole sector. It also indicates the proposals for developing the project in 2001.
Science Research Investment Fund: invitation to apply for funding	01/11	February	Sets out the funding and administrative arrangements for the Science Research Investment Fund (SRIF) and invites higher education institutions that have a SRIF allocation to submit programmes of work to the HEFCE.
Recurrent grants for 2001-02	01/12	February	Summarises the HEFCE's provisional allocations of recurrent funding and maximum student numbers (MaSNs) to institutions for the academic year 2001-02.
Improving poor estates: awards by the HEFCE 2001	01/13	March	Announces awards by the HEFCE under the 2001 initiative to improve poor estates.
Funding higher education in England: how the HEFCE allocates its funds	01/14	March	A general guide describing the principles that underpin the allocation of funding, and how each institution's grant is calculated.
Student support funding for HEIs 2001-02	01/15	March	Gives allocations of funds to HEIs for student support, with guidance on their use, and requests monitoring information.
Rewarding and developing staff in HE: invitation to apply for funds	01/16	March	Provides feedback on a consultation exercise (HEFCE 00/56), and invites applications for funding to support the development and implementation of human resources strategies.
Review of research: report on consultation	01/17	March	Summarises the results of the consultation on the review of research (HEFCE 00/37) and outlines the Council's response.

Title	Ref/Price	Date	Summary
Higher education and the regions: HEFCE policy statement	01/18	March	Sets out the HEFCE's policy in responding to the emerging regional agenda in England and in encouraging collaboration between higher education providers in each region, and invites comments on that policy. (A summary of responses to the consultation is available on the web-site.)
Assignment of departments to academic cost centres: 2000-01	01/19 (web only)	March	Gives details of how higher education institutions assigned departments to academic cost centres in returning their statistical data for 2000-01.
Guide for members of governing bodies of universities and colleges in England, Wales and Northern Ireland (CUC)	01/20 (£10)	April	A guide to help governors in HE in the performance of their duties. Outlines the responsibilities of governors and provides background information on higher education. Produced by the Committee of University Chairmen (CUC).
Indicators of employment	01/21	April	Provides the first set of performance indicators on the employment of graduates from universities and HE colleges in the UK.
Higher Education Innovation Fund: funding proposals	01/22	April	Outlines proposals for HEIs in England to apply for funding for activities that will help them to respond to the needs of business and the wider community. Comments are invited on the proposed criteria for allocation and the distribution arrangements.
Annual operating statements and financial forecasts 2001	01/23	April	This document asks higher education institutions to send to the HEFCE an annual operating statement for the 2000-01 academic year and financial forecasts for the period up to 2004-05.
Risk management: a briefing for governors and senior managers	01/24	April	An introduction to the principles of effective risk management, to help governors and senior managers assess the management of risk in their own institutions. (See also 01/28.)
Business Fellowships: invitation to apply for special funding	01/25	April	Invites applications under the initiative to award up to 20 Business Fellowships, in response to nominations from HEIs in England. The initiative will highlight the role played by academics in promoting knowledge transfer and closer working with business.

Title	Ref/Price	Date	Summary
Public supply, works and services contracts awarded in 2000	01/26	April	Asks all institutions to show that they have complied with the European Community's directives on public procurement, for contracts awarded in 2000.
Management of student administration: a guide to good practice	01/27 (£15)	May	This is the sixth in a series of studies carried out by the UK Value for Money Steering Group. It seeks to highlight areas of good practice in the sector and offer insights into future developments to improve services and achieve better economy, efficiency and effectiveness.
Risk management: a guide to good practice for higher education institutions	01/28 (£15)	May	This document draws on good practice in higher education and elsewhere to provide practical guidance for those planning and implementing a risk management programme. It complements 01/24, and is supported by materials on the HEFCE web-site www.hefce.ac.uk under 'Good practice/Risk management'.
Widening participation in HE: funding decisions 2001-02 to 2003-04	01/29	May	Provides feedback on the consultation on funding for widening participation (HEFCE 00/50), and outlines the decisions made. It also asks institutions to provide updated three-year strategies for widening participation, with action plans showing how the funds will be used.
Getting ahead: graduate careers in hospitality management	01/30	May	Research into the relevance of higher education provision to careers in hospitality management. It includes summaries of reports for the individual sectors: contract catering, hotels, leisure, licensed retailing, restaurants, and catering for hospitals and local authorities. The full reports are on the HEFCE web-site.
Increasing medical student numbers in England	01/31	May	Gives details of funding for additional places in existing and new medical schools in England.
HE in FECs: Development fund for learning and teaching – monitoring return 2000-01	01/32	May	Requests monitoring information from further education colleges and consortia that received funding under the HEFCE's fund to improve learning and teaching of HE courses.

Title	Ref/Price	Date	Summary
Holdback of HEFCE grant 2001-02	01/33	May	Explains the action the HEFCE will take if institutions fail to meet the targets relating to student numbers that are set out in their funding agreement.
Higher Education Innovation Fund: invitation to apply for special funding	01/34	May	Invites institutions to apply for special funding to support activities that will increase their capacity to respond to the needs of business where this will lead to economic benefits.
ISR 1999-2000 derived statistics for funding allocations and monitoring in FECs	01/35	June	Explains how the HEFCE will use the individualised student record (ISR) from the Further Education Funding Council to: monitor returns to the HEFCE, inform funding for 2001-02, and produce some regional analysis.
Strategies for widening participation in higher education: a guide to good practice	01/36	June	Guidance drawn from good practice in the sector on strategic approaches to targeting under-represented groups, and ensuring their success in HE. There is a companion guide for learning and teaching strategies (01/37).
Analysis of initial strategic statements for widening participation: report by Action on Access	01/36a (web only)	June	Full report by the HEFCE's Action on Access team, analysing HEIs' initial strategic statements for widening participation submitted in October 1999.
Strategies for learning and teaching in higher education: a guide to good practice	01/37	June	Guidance drawn from good practice in the sector on strategic approaches to securing and maintaining high quality learning and teaching. Includes case studies and a summary of support provided by the HEFCE. A companion guide (01/36) covers strategies for widening participation.
Analysis of strategies for learning and teaching: report by Professor Graham Gibbs	01/37a (web only)	June	The full report by Professor Graham Gibbs analysing learning and teaching strategies submitted to the HEFCE by HEIs.
The employment of UK graduates: comparisons with Europe and Japan	01/38	June	A report comparing the characteristics, skills, experiences, employment and attitudes to HE of recent graduates in 11 European countries and Japan. Research in the UK was undertaken by the Centre for Higher Education Information and Research (CHERI) at the Open University.

Title	Ref/Price	Date	Summary
Regional profiles of higher education	01/39 (£30)	June	Up-to-date comparative information on higher education in the nine government regions, set against a background of geographical and economic data. Covers all HEIs funded by the HEFCE.
Foundation degrees: report on funded projects	01/40	June	Details of development funds and additional student numbers allocated to support the introduction of foundation degrees in 2001-02. It includes summaries of the 40 prototype programmes, and sources of further information.
Graduate Apprenticeships: funding allocations 2001-02	01/41	June	Provides details of funds allocated on behalf of the DfEE, to support the development of Graduate Apprenticeship frameworks. These combine existing higher education qualifications with work-based learning, underpinned by NVQ and Key Skills units, and are designed to improve the employment skills of new graduates.
Higher Education Active Community Fund: proposals	01/42	June	Outlines proposals for a new initiative to promote volunteering by HE staff and students that will benefit their local communities. It is part of the wider government Active Community Fund.
HEFCE strategic plan 2001-06	01/43	July	Sets out the Council's strategic plan for the next five years, including achievements to date and target outcomes.
Additional student places and funds 2001-02: outcome of bids	01/44	July	Announces the allocations of additional student places and funds for 2001-02, in response to bids from institutions.
Quality assurance in higher education: proposals for consultation	01/45	July	Sets out proposals, for consultation, for a revised method for quality assurance of teaching and learning in higher education.
Wider benefits of higher education	01/46	July	A study of the non-economic effects of higher education on graduates, by the Institute of Education, University of London, sponsored jointly with the Smith Institute.

Title	Ref/Price	Date	Summary
New Technology Institutes: invitation to bid for funds	01/47	July	Invites initial outline bids from consortia of higher education institutions, further education colleges and other partners to establish New Technology Institutes. The institutes will aim to meet regional needs for more people with technical and IT skills, and provide advice to businesses on making the best use of new technologies.
Project capital round two: invitation to apply for funding	01/48	July	Describes the arrangements for capital funding for 2002-04, announced in the Government's second comprehensive spending review, and invites applications for funds. £214 million is being provided to improve capital and IT infrastructure to support learning and teaching in higher education institutions. Of this, £56 million is to improve provision for students with disabilities.
Student support funding: allocations for 2001-02 and monitoring return for 2000-01	01/49	August	Gives the final allocations to HEIs for Hardship/Bursary funding for 2001-02, the allocation method, a sample monitoring return for 2000-01 and guidance on completing it.
FDTL phase three: funded projects	01/50	August	Awards by the HEFCE and the Department for Employment and Learning (Northern Ireland) under phase three of the Fund for the Development of Teaching and Learning.
Making connections: HEFCE annual report 2000-01	–	September	Reports on the HEFCE's activities in the 2000-01 financial year, in the light of its strategic aims, and describes plans to build on those activities in the future.
Public resources for teaching and student numbers in HEFCE-funded institutions: 2000-01	01/51 (web only)	September	Presents the underlying data on which our allocations of funds for teaching in 2001-02 were based.
HESES01	01/52	September	Requests data from HEIs for the Higher Education Students Early Statistics Survey 2001-02.
HEIFES01	01/53	September	Requests data from further education colleges for the Higher Education in Further Education: Students Survey 2001-02.

Title	Ref/Price	Date	Summary
Additional student places and funds 2002-03: invitation to bid	01/54	September	Invites bids for additional student places and funds for 2002-03. Bids may be for full- or part-time, sub-degree, foundation degree, other degree or postgraduate taught places.
Restructuring and Collaboration Fund: progress report on approved projects in 2000	01/55	September	Summarises progress made by funded projects, and gives contact details for further information on individual schemes.
Higher education in the United Kingdom	01/56	September	A general guide to the structure and funding of higher education in England, Scotland, Wales and Northern Ireland.
Recurrent grants for 2001-02: final allocations	01/57	October	Sets out final allocations to institutions of HEFCE grants for teaching and research, and explains any differences from the provisional allocations published in HEFCE 01/12.
Rewarding and developing staff: outcomes of phase one	01/58	October	Gives feedback on the initiative to help HEIs to develop their human resources strategies. Most strategies submitted were judged to be 'emerging'; full strategies are due to be submitted in June 2002.
Engineering and higher education in London	01/59	October	A report by a Working Group of Deans of Engineering in London HEIs, chaired by Professor David Rhind. It looks at provision in the capital, the effects of supply and demand, and how these can be addressed.
FDTL phase four: invitation to bid for funds	01/60	October	Invites applications for funding under the fourth round of the Fund for the Development of Teaching and Learning.
Research Activity Survey	01/61	October	Asks institutions to update information on their research activity.
Supply and demand in higher education	01/62	October	A report on trends in the supply and demand for higher education, which aims to encourage discussion of future policies.

Title	Ref/Price	Date	Summary
Research in nursing and allied health professions: report of Task Group 3 to the HEFCE and the Department of Health	01/63	November	Presents the findings and recommendations of Task Group 3, a working group set up jointly by the HEFCE and the Department of Health. Its remit was to explore ways of better enabling the research base to contribute to knowledge and the delivery of health services, by nurses and members of the allied health professions. It draws on a study by independent consultants (HEFCE 01/64).
Promoting research in nursing and the allied health professions: consultants' report	01/64 (web only)	November	A study of the existing research base in nursing and allied health professions, which underpins the Task Group 3 report (HEFCE 01/63).
Higher Education Active Community Fund: guidance and allocations	01/65	November	Gives guidance and allocations of funds under the HE Active Community Fund, which aims to involve more staff and students in voluntary activity in their local communities.
Information on quality and standards of teaching and learning	01/66	November	Sets out proposals on what information on the quality and standards of teaching and learning should be available in each HEI, and which elements should be published.
CPD for arts and design administrators	01/67 (web only)	November	A joint report by the HEFCE, the Arts Council and the Design Council, looking at the needs for continuing professional development in the arts and design, and how well HEIs meet those needs.
Higher Education-Business Interaction survey	01/68	November	A report by the Centre for Urban and Regional Studies at the University of Newcastle, based on a survey of links between higher education and business.
Performance indicators for higher education institutions in the UK: 1998-99, 1999-2000	01/69 (£30)	December	The third annual publication giving a series of statistical indicators to benchmark the performance of universities and HE colleges in the UK.
Franchised students 1999-2000	01/70 (web only)	December	Presents information on the numbers of students that are registered at one institution but taught at another.

Title	Ref/Price	Date	Summary
Analysis of corporate plans, outcomes of 2001 financial forecasts, and annual operating statements	01/71	December	Sets out the key points from an analysis of HEIs' first cycle of corporate plans. It also provides a summary of financial projections for the HE sector covering 2000-01 to 2004-05, and of the sector's annual operating statements for 2000-01. It is based on information provided by HEIs in July 2001.
Estates management statistics project: annual report 2001	01/72	December	Reports on the project to provide consistent and reliable statistics, for HEIs in the UK, to help them manage their estates more effectively.
Partnerships for progression: proposals by the HEFCE and the Learning and Skills Council	01/73	December	Sets out proposals for strengthening partnerships between higher education, further education and schools, in order to increase the attainments of young people and their aspirations to go to a university or HE college.

Research Assessment Exercise (RAE) publications

Title	Ref/Price	Date	Summary
Members of assessment panels and sub-panels	RAE 1/01	February	Gives the names of members of all panels and sub-panels responsible for assessing research quality for the 2001 RAE.
Briefing notes	RAE 2/01	March	Collects together the briefing notes issued to assist HEIs in producing their submissions to the RAE.
A guide to the 2001 Research Assessment Exercise	RAE 3/01	October	A general guide to the purpose and conduct of the 2001 RAE.
RAE 2001: the outcome	RAE 4/01	December	Results of the 2001 RAE, for all higher education institutions in the UK, giving ratings for the quality of the research submitted across all subject areas.

Other publications

Title	Ref/Price	Date	Summary
The Regional Mission: the regional contribution to higher education National report and nine regional reports	HEFCE/UUK £15 each	June	A joint project commissioned jointly by the HEFCE and Universities UK to map the contribution that higher education institutions make to the economic, social and cultural life of their regions. Copies of the national report and the nine regional reports are available from Universities UK, tel 020 7419 4111
The use of indirect cost rates in costing government contracts: technical guidance	JCPSG	September	Describes how the indirect cost rates produced as part of the transparent approach to costing (TRAC) can be used to cost projects for research and other activities funded by public sponsors.
Costing nursing, midwifery and other health professional teaching provision: guidance for the HE sector	JCPSG	November	Guidance for HEIs on costing the teaching provision for nursing, midwifery and other health professions.

Circular letters

Title	Ref	Date
Student support funding	01/01	8 January
e-University: invitation to nominate directors and committee members	02/01	12 January
HE-Business Interaction Survey	03/01	17 January
New Years Honours 2002	04/01	18 January
Strategy for costing and pricing: claiming for second stage funding	05/01	23 February
e-University: invitation to express interest in pilots to develop e-learning programmes	06/01	21 March
e-University: invitation to HEIs to become members of the holding company	07/01	12 April
Performance indicators	08/01	22 May
Annual conference and annual meeting	09/01	18 July
Birthday Honours list 2002	10/01	26 July
Data Protection Act 1998 and HESA collection notices	11/01	3 August
Standards of service	12/01	24 September
HEFCE/UUK Working group on intellectual property rights in e-Learning programmes: invitation to submit evidence	13/01	10 October
HEFCE Accounts Direction to HEIs for 2001-02	14/01	19 October
Data for 1999-2000 required by the Transparency Review	15/01	23 October
Consultation on good practice in developing HR strategies	16/01	28 October
Student support funding	17/01	29 October
Performance indicators: measures of location	18/01	10 December
Costing and pricing in HE: proposals for future activities of the Joint Costing and Pricing Steering Group	19/01	12 December

Electronic publications

Title	Ref	Date
HEFCE workshop on student residential accommodation projects	EP 01/01	3 January
Funding decisions for 2001-02	EP 02/01	6 February
Tuition fees for 2001-02	EP 03/01	12 February
e-University: appointment of directors and committee members	EP 04/01	29 March
Research funding for Clinical Psychology	EP 05/01	2 April
HESA data by academic cost centre	EP 06/01	2 April
e-University: incorporation of holding company	EP 07/01	12 July
Rewarding and developing staff: outcome of bids	EP 08/01	24 July
Joint procurement group annual report	EP 09/01	17 August
Responses to consultation on regional policy (HEFCE 01/18)	EP 10/01	29 November
Guidance on developing financial strategies: consultation	EP 11/01	17 December

Order form

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